

# You have reached a form and process that has been updated

**Change of Personal Information** requests are now made exclusively in your UAccess Student Center.

Most information (preferred name, pronouns, gender, contact information) can be updated directly in UAccess Student Center.

The following changes will continue to require supporting documentation and review by the Office of the Registrar before updates are made (follow the direct link below to the form. Student ID is required to use form):

- [Primary Name Change](#)
- [Correcting a Birth Date](#)
- [Adding/Correcting a Social Security Number \(SSN\) or International Taxpayer Identification Number \(ITIN\)](#)

For more information and Student Help Guides on how to make these changes, please visit the Office of the Registrar website: <https://registrar.arizona.edu/records-enrollment/personal-information/updating-personal-information>.

For more information on the transition of fillable .pdf forms to electronic forms please visit [the SURPASS eForms project page](#).

**Change of Personal Information**  
Registration & Transcripts - Administration Building, Room 210 - PO BOX 210066 - Tucson, AZ 85721-0066  
Please use black or blue ink only, no pencil

THE UNIVERSITY OF ARIZONA.

CURRENT NAME: \_\_\_\_\_ STUDENT ID NUMBER: \_\_\_\_\_

1. ARE YOU AN INTERNATIONAL STUDENT?  
 YES: Changes to Personal Information are processed through the International Student Programs and Services Office.  
 NO: Answer questions 2 and 3 to see if you are eligible to use this form.

2. ARE YOU AN EMPLOYEE or FORMER EMPLOYEE WITHIN THE LAST CALENDAR YEAR?  
 YES: Changes to Name, Social Security Number, Visa or Citizenship are processed by the Registrar's Office.  
 NO: You may use this form to make changes to your personal information.

3. ARE YOU A CURRENTLY ENROLLED STUDENT?  
 YES: You may make changes to personal information.  
 NO: If you are not currently enrolled, changes to your personal information may require a change of your enrollment status.

ATTACH COPIES OF REQUIRED DOCUMENTATION

CHANGE LAST: \_\_\_\_\_ FIRST: \_\_\_\_\_ MIDDLE: \_\_\_\_\_ SUFFIX: \_\_\_\_\_  
(REQUIRED: COPY OF PASSPORT/CERTIFICATE OR COURT ORDER OR PASSPORT/PERMANENT VISA OR SOCIAL SECURITY CARD OR GOVERNMENT ISSUED ID)

CHANGE CORRECT MY BIRTH DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ (REQUIRED: COPY OF BIRTH CERTIFICATE)

ADD/CORRECT MY SOCIAL SECURITY NUMBER: \_\_\_\_\_ (REQUIRED: COPY OF SOC SEC CARD)

CHANGE MY GENDER:  MALE  FEMALE

I certify that I am responsible for any changes made to my personal information record and I will verify changes on my University of Arizona Student Link.  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Registrar Office Use Only  
Date \_\_\_\_\_ Collected by \_\_\_\_\_ Processed By \_\_\_\_\_  
Rev 12/2016